



**Town of Surfside
DESIGN REVIEW BOARD/
PLANNING & ZONING BOARD
AGENDA**

March 29, 2018 – 7:00 p.m.

Town Hall Commission Chambers –
9293 Harding Ave, 2nd Floor, Surfside, FL 33154

Rule 7.05 Decorum. Any person making impertinent or slanderous remarks or who becomes boisterous while addressing the commission shall be barred from further appearance before the commission by the presiding officer, unless permission to continue or again address the commission is granted by the majority vote of the commission members present. No clapping, applauding, heckling or verbal outbursts in support or opposition to a speaker or his or her remarks shall be permitted. Signs or placards may be disallowed in the commission chamber by the presiding officer. Persons exiting the commission chambers shall do so quietly.

Any person who received compensation, remuneration or expenses for conducting lobbying activities is required to register as a lobbyist with the Town Clerk prior to engaging in lobbying activities per Town Code Sec. 2-235. "Lobbyist" specifically includes the principal, as defined in this section, as well as any agent, officer or employee of a principal, regardless of whether such lobbying activities fall within the normal scope of employment of such agent, officer or employee. The term "lobbyist" specifically excludes any person who only appears as a representative of a not-for-profit corporation or entity (such as charitable organization, a trade association or trade union), without special compensation or reimbursement for the appearance, whether direct, indirect, or contingent, to express support or opposition to any item.

Per Miami Dade County Fire Marshal, the Commission Chambers has a maximum capacity of 99 people. Once reached this capacity, people will be asked to watch the meeting from the first floor.

DESIGN REVIEW BOARD

- 1. Call to Order/Roll Call**
- 2. Approval of Minutes: February 22, 2018**
- 3. Design Review Board Applications:**
 - A. 9001-9111 Collins Avenue** - The applicant is requesting four (4) ground-affixed letter signs for the Surf Club properties.
 - B. 9536-9538 Harding Avenue** - The applicant is requesting two window signs for Green & Kahn PL. One sign is proposed in the storefront window and a second sign on the door.
- 4. Adjournment**

PLANNING & ZONING BOARD

- 1. Call to Order/Roll Call**
- 2. Town Commission Liaison Report – Vice Mayor Daniel Gielchinsky**
- 3. Sustainability Subcommittee Liaison Report - Planning and Zoning Board Member**
- 4. Approval of Minutes: February 22, 2018**
- 5. Local Planning Agency Items:**

- A. Maximum Building Length**

AN ORDINANCE OF THE TOWN OF SURFSIDE, FLORIDA AMENDING SECTION 90-51 “MAXIMUM FRONTAGE OF BUILDINGS AND FACADE ARTICULATIONS.” OF “CHAPTER 90 ZONING” OF THE TOWN OF SURFSIDE CODE OF ORDINANCES TO ADDRESS FAÇADE ARTICULATIONS, MAXIMUM BUILDING LENGTHS AND BUILDING SEPARATIONS IN THE H30C AND H40 ZONING DISTRICTS; PROVIDING FOR REPEAL OF CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; AND PROVIDING FOR AN EFFECTIVE DATE.

- 6. Discussion Items:**

- A. Realtor Signs**
- B. Aggregation of Single Family Lots**
- C. Architecturally Significant Analysis in H30C, H40 & SD-B40**
- D. Walkability - Verbal**
- E. Future Agenda Items**

- 7. Adjournment**

THIS MEETING IS OPEN TO THE PUBLIC. IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1990, ALL PERSONS THAT ARE DISABLED; WHO NEED SPECIAL ACCOMMODATIONS TO PARTICIPATE IN THIS MEETING BECAUSE OF THAT DISABILITY SHOULD CONTACT THE OFFICE OF THE TOWN CLERK AT 305-861-4863 EXT. 226 NO LATER THAN FOUR DAYS PRIOR TO SUCH PROCEEDING.

IN ACCORDANCE WITH THE PROVISIONS OF SECTION 286.0105, FLORIDA STATUTES, ANYONE WISHING TO APPEAL ANY DECISION MADE BY THE TOWN OF SURFSIDE COMMISSION, WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING OR HEARING, WILL NEED A RECORD OF THE PROCEEDINGS AND FOR SUCH PURPOSE, MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE WHICH RECORD SHALL INCLUDE THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

AGENDA ITEMS MAY BE VIEWED AT THE OFFICE OF THE TOWN CLERK, TOWN OF SURFSIDE TOWN HALL, 9293 HARDING AVENUE. ANYONE WISHING TO OBTAIN A COPY OF ANY AGENDA ITEM SHOULD CONTACT THE TOWN CLERK AT 305-861-4863. A COMPLETE AGENDA PACKET IS ALSO AVAILABLE ON THE TOWN WEBSITE AT www.townofsursidefl.gov.

TWO OR MORE MEMBERS OF TOWN COMMISSION OR OTHER TOWN BOARDS MAY ATTEND AND PARTICIPATE AT THIS MEETING.

THESE MEETINGS MAY BE CONDUCTED BY MEANS OF OR IN CONJUNCTION WITH COMMUNICATIONS MEDIA TECHNOLOGY, SPECIFICALLY, A TELEPHONE CONFERENCE CALL. THE LOCATION 9293 HARDING AVENUE, SURFSIDE, FL 33154, WHICH IS OPEN TO THE PUBLIC, SHALL SERVE AS AN ACCESS POINT FOR SUCH COMMUNICATION.



**Town of Surfside
DESIGN REVIEW BOARD/
PLANNING & ZONING BOARD
MINUTES**

February 22, 2018 – 6:00 p.m.

Town Hall Commission Chambers –
9293 Harding Ave, 2nd Floor, Surfside, FL 33154

DESIGN REVIEW BOARD

1. Call to Order/Roll Call

Chair Lindsay Lecour called the meeting to order at 6:01p.m.

Deputy Clerk Elora Riera called the roll with the following members present: Chair Lindsay Lecour, Vice Chair Judith Frankel, Board Member Peter Glynn, Board Member Brian Roller, Board Member Jorge Garcia, and Board Member Jorge Gutierrez. Board Member William Fleck was absent.

2. Approval of Minutes – January 25, 2018

Vice Chair Frankel made a motion to approve the minutes. The motion received a second from Board Member Roller and all voted in favor.

3. Design Review Board Applications:

A. 8919 Abbott Avenue – The applicant is requesting to convert their garage to approximately 245 square feet of additional living space.

Shelley Eichner from CGA presented the item. Chair Lecour asked if any member of the public wished to speak on the item and seeing none the public hearing was closed.

The Board discussed the item and added a condition noted below.

Board Member Gutierrez made a motion to approve with the following conditions:

1. Driveway, existing structure and exterior materials of addition must match.
2. The plans be revised to reflect the existing revisions and include the driveway.

The motion received a second from Board member Glynn and all voted in favor.

B. 9528 Bay Drive - The applicant is now requesting to convert the recently approved garage into additional living space along with adding a new front pergola.

Shelley Eichner from CGA presented the item. Chair Lecour asked if any member of the public wished to speak on the item and seeing none the public hearing was closed.

Board Member Gutierrez made a motion to approve with the following conditions:

1. All conditions from the May 25, 2017 Design Review Board approval shall continue to be required.
2. Synthetic grass only within inlay.
3. Existing chain link fence to meet code.

The motion received a second from Board member Glynn and all voted in favor.

- C. 8950 Harding Avenue** - The applicant is requesting to replace their existing asphalt shingle roof with new asphalt shingles.

Shelley Eichner from CGA presented the item. The applicant spoke on the item. Chair Lecour asked if any member of the public wished to speak on the item and seeing none the public hearing was closed. The Board discussed the item and was not in favor of asphalt shingles.

Board Member Glynn made a motion to deny. The motion received a second from Board member Garcia and the motion carried 5-1 with Board Member Gutierrez voting in opposition.

4. Quasi-Judicial Application:

- A. 8995 Collins Avenue – Site Plan; Conditional Use for Hotel Pool and Alternative Parking System; Variances for Landscaping and Loading Space Size**

Chair Lecour read the process and rulings of a quasi-judicial hearing.

Deputy Clerk Elora Riera confirmed that compliance with advertising notice requirements have been met. The Town Attorney asked the DRB and Planning and Zoning Board if anyone had ex-parte communications with the Applicant or any objector. Board Member Gutierrez and Board Member Roller said they had met with the applicant and discussed the application. Deputy Clerk Elora Riera swore in the people who wished to speak on the item.

Shelley Eichner from CGA presented the item and detailed three variance requests and conditional use requests. Staff is recommending denial and explained their recommendation. The applicant and representatives spoke on the project, gave further details with visuals and answered questions from the Board. Town Manager Olmedillo gave more insight on the proposed project. Members of the Board expressed their views. The Director for Traffic Operations for CGA spoke on behalf of the town and presented his concerns. The applicant would like to come back with modifications addressing some of the concerns of the Board.

Commissioner Gielchinsky attending as liaison, arrived at 6:57 p.m.

Board Member Gutierrez made a motion to defer to the next possible meeting the applicant can make. The motion received a second from Board member Glynn which carried 6-0 on roll call vote.

5. Adjournment

There being no further business to come before the Design Review Board, Board Member Gutierrez made a motion to adjourn the meeting. The motion received a second from Board Member Glynn and all voted in favor. Meeting adjourned at 8:24 p.m.

Accepted this ____ day of _____, 2018

Chair Lindsay Lecour

Attest:

Sandra Novoa, MMC
Town Clerk



MEMORANDUM

To: Design Review Board
 Thru: Guillermo Olmedillo, Town Manager
 From: Sarah Sinatra Gould, AICP, Town Planner
 CC: Kathy Mehaffey, Town Attorney
 Date: March 29, 2018
 Re: 9001-9111 Collins Avenue – Surf Club signs

The subject property is located at 9001-9111 Collins Avenue and is within the H120 zoning district. The applicant is requesting four (4) ground-affixed letter signs for the Surf Club properties.

Staff has reviewed the current application for consideration by the Design Review Board. In this report, Staff presents the following:

- Applicable Zoning Code regulations, along with the results of the review
- Staff Recommendation

STANDARDS / RESULTS

Town of Surfside Zoning Code, Applicable Requirements

Sec. 90-73(b)

Signs	Permitted	Proposed
Approved word content	Signs may include the following: 1) Trade name of establishment 2) Logo of the establishment 3) Nature of business, services rendered or products sold on premises.	Signs consists of the trade names on the property.
Area	20 square feet (aggregate surface area of each letter)	Surf Club North – 8.8 s.f. Four Seasons – 6.42 s.f. Surf Club – 5.74 s.f. Surf Club South – 8.51 s.f.
Maximum Height	Max 5 feet in height from ground	3.0 feet in height from ground



Depth of sign	1 foot maximum	1.5 inches
Setback	2.5 feet from right-of-way	> 2.5 feet
Total length of all signs along frontage	Not to exceed 25%	11.13%

RECOMMENDATION

Staff recommends approval of proposed signs.



MEMORANDUM

To: Design Review Board
 Thru: Guillermo Olmedillo, Town Manager
 From: Sarah Sinatra Gould, AICP, Town Planner
 CC: Kathy Mehaffey, Town Attorney
 Date: March 29, 2018
 Re: 9536-9538 Harding Avenue – Green & Kahn, PL Window Sign

The subject property is located at 9536-9538 Harding Avenue and is within the SD-B40 zoning district. The applicant is requesting two window signs for Green & Kahn PL. One sign is proposed in the storefront window and a second sign on the door.

Staff has reviewed the current application for consideration by the Design Review Board. In this report, Staff presents the following:

- Applicable Zoning Code regulations, along with the results of the review
- Staff Recommendation

STANDARDS / RESULTS

Town of Surfside Zoning Code, Applicable Requirements

Sec. 90-73

Signs	Permitted	Proposed
Area	<u>Window Signs</u> 20 percent of the area of the glass window or door in which the sign is displayed.	<u>Window Signs</u> 1) 17.8 sq. ft. (9.3% of the door) 2) 17.8 sq. ft. (13.7% of sign window).
Approved word content	Signs may include the following: 1) Trade name of establishment 2) Logo of the establishment 3) Nature of business, services rendered or 4) Products sold on premises.	<u>Window Signs</u> 1) Sign consists of the trade name of the business



<p>Prohibited word content</p>	<p>Signs may not include the following: 1) Phone numbers; 2) Any reference to price, except as provided in regards to “window sign.”</p>	<p><u>Window Signs</u> Phone number is referenced, must be removed.</p>
<p>Permanent window sign</p>	<p>Lettering shall not exceed eighth inches in height. Acceptable materials include painted gold leaf or silver leaf, silk-screened, cut or polished metal, cut or frosted vinyl, and etched glass.</p>	<p>Less than 8 inches per letter.</p>

RECOMMENDATION

Staff recommends approval of the window signs subject to the following condition:

- 1) Remove the phone number as it is prohibited under code section 90-73(a)(1)

**SITE PLAN PACKAGE
BACKUP IS AVAILABLE IN
THE TOWN CLERK'S
OFFICE.**

THANK YOU.

PLANNING & ZONING BOARD

1. Call to Order/Roll Call

Chair Lindsay Lecour called the meeting to order at 8:24p.m.

Deputy Clerk Elora Riera called the roll with the following members present: Chair Lindsay Lecour, Board Member Peter Glynn, Board Member Brian Roller, Board Member Jorge Garcia and Vice Chair Judith Frankel. Commissioner Daniel Gielchinsky attended as liaison.

2. Town Commission Liaison Report – Commissioner Daniel Gielchinsky

The Commissioner gave an update on items discussed at the Commission meeting. There will be a public workshop March 28th to discuss the one-way street experiment. The Commission voted for zoning in progress. Town Manager Olmedillo also spoke about trees and potted plants. The Board would like to see larger images/renderings.

3. Sustainability Subcommittee Liaison Report - Planning and Zoning Board Member

There was no report since the Sustainability Sub-Committee meeting was cancelled.

4. Approval of Minutes –

- **January 25, 2018**
- **February 6, 2018**

Board Member Glynn made a motion to approve the January 25, 2018 and February 6, 2018 minutes. The motion received a second from Board Member Roller and all voted in favor.

5. Quasi-Judicial Application:

A. 8995 Collins Avenue – Site Plan; Conditional Use for Hotel Pool and Alternative Parking System; Variances for Landscaping and Loading Space Size

Chair Lecour presented the item and read the process and rulings of a quasi-judicial hearing as it is tied in with the DRB meeting of this date. Chair Lecour asked if anyone had anything additional to speak about. Chair Lecour opened the public comment and no one wishing to speak the public comment was closed.

Board Member Roller made a motion to defer to the next possible meeting the applicant can make. The motion received a second from Vice Chair Frankel and all voted in favor.

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1. Local Planning Agency Items:

A. Driveway Modifications

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA AMENDING CHAPTER 90 “ZONING,” SECTION 90-61 “PAVING IN FRONT AND REAR YARDS IN H30 AND H40 DISTRICTS,” TO ADDRESS DRIVEWAYS; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

Deputy Clerk Elora Riera the title of the ordinance. Shelley Eichner from CGA presented the item.

The Board discussed the item and added a modification to address the corner lots front elevation.

Board Member Glynn made a motion to move this item forward to the Town Commission with the above modification. The motion received a second from Board Member Roller which carried 5-0 on roll call vote.

B. Maintenance in the Right-of-Way, Including Trees and Mulch

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA AMENDING THE TOWN OF SURFSIDE CODE OF ORDINANCES BY AMENDING ARTICLE III, PROPERTY MAINTENANCE STANDARDS, OF CHAPTER 14, BUILDINGS AND BUILDING REGULATIONS, AND CHAPTER 90, ZONING, TO PROHIBIT USE OF MULCH IN THE RIGHT-OF-WAY AND ADDRESS PROPERTY OWNER MAINTENANCE RESPONSIBILITIES FOR PUBLIC RIGHT-OF-WAY ADJACENT TO PRIVATE PROPERTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR CONFLICTS AND PROVIDING FOR AN EFFECTIVE DATE.

Deputy Clerk Elora Riera the title of the ordinance. Town Manager Olmedillo presented the item. Chair Lecour suggested an education program for the public. There was further discussion between the Board and the Town Manager who will take their recommendations to the Town Commission. On behalf of a resident who could not attend, Chair Lecour posed her questions to the Town Manager.

Board Member Glynn made a motion to move this item forward to the Town Commission with discussion items. The motion received a second from Board Member Garcia and all voted in favor.

2. Discussion Items:

A. Aggregation of Single Family Lots

Shelley Eichner from CGA presented the item. Town Manager Olmedillo spoke of Commissioner Karukin’s concerns. The Board discussed the item and would like to see a diagram of massing. The item was deferred for further information.

B. Sustainability Initiatives

Shelley Eichner from CGA presented the item. Not viewed favorably by the Board was “requiring” residents to have solar panels but were in favor of encouraging residents to use it. The Board requested that staff check to see how the implementation is working at the City of South Miami. The banning of plastic bags and straws was discussed as well as roofing and rain barrels. Status for list on page 347 was requested as well as education/financial analysis on solar panels.

C. Dune/Beach Management and Resiliency Planning

Shelley Eichner from CGA provided an update.

D. Future Agenda Items

Sustainability initiatives as outlined.

3. Adjournment

There being no further business to come before Planning and Zoning, Board Member Glynn made a motion to adjourn the meeting. The motion received a second from Vice Chair Frankel and all voted in favor. Meeting adjourned at 9:16 p.m.

Accepted this ____ day of _____, 2018

Chair Lindsay Lecour

Attest:

Sandra Novoa, MMC
Town Clerk



Town of Surfside Planning & Zoning Board Communication

Agenda Date: March 29, 2018
Subject: Maximum Building Length
From: Sarah Sinatra Gould, AICP, Town Planner

Background: Concern over the lengths of buildings in the Collins to Harding corridor has continued to be of concern to both the Planning & Zoning Board and the Town Commission. Staff is proposing to limit the maximum length of a wall plane in the H40 district to 150 feet with 17 feet separation of buildings on the same lot and 90 feet in the H30 district with 12 feet separation for wall plans for buildings on the same lot. Staff also proposed wall openings and landscaping on each façade in the 17 or 12 foot separation.

Staff Recommendation: The Town Commission approved this ordinance first reading. Staff is recommending approval.

Sarah Sinatra Gould, AICP, Town Planner

Guillermo Olmedillo, Town Manager

ORDINANCE NO. 18 - _____

AN ORDINANCE OF THE TOWN OF SURFSIDE, FLORIDA AMENDING SECTION 90-51 “MAXIMUM FRONTAGE OF BUILDINGS AND FACADE ARTICULATIONS.” OF “CHAPTER 90 ZONING” OF THE TOWN OF SURFSIDE CODE OF ORDINANCES TO ADDRESS FAÇADE ARTICULATIONS, MAXIMUM BUILDING LENGTHS AND BUILDING SEPARATIONS IN THE H30C AND H40 ZONING DISTRICTS; PROVIDING FOR REPEAL OF CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; AND PROVIDING FOR AN EFFECTIVE DATE.

1 **WHEREAS**, the Town Commission of the Town of Surfside, Florida, recognizes that
2 changes to the adopted Code of Ordinances are periodically necessary in order to ensure that the
3 Town’s regulations are current and consistent with the Town’s planning and regulatory needs;
4 and

5 **WHEREAS**, in 2015, the Town conducted a Corridor Study of Collins to Harding from
6 94th Street to 88th Street to evaluate development and aggregation potential with the goal of
7 preparing possible code modifications; and

8 **WHEREAS**, on January 12, 2016, as an initial effort to address building mass and views
9 in the H30C and H40 zoning districts, the Town Commission adopted modifications to the
10 maximum wall length code section to require forecourts; and

11 **WHEREAS**, the Town finds that the implementation of the forecourt requirements has
12 not achieved the corridor views, building mass, or aesthetic goals providing compatibility with
13 the character and charm of Surfside; and

14 **WHEREAS**, the Town Commission therefore desires to limit building lengths and
15 require building separations to ensure the establishment of view corridors and development at a
16 mass and bulk appropriate to the Town; and

17 **WHEREAS**, the Town Commission and Planning And Zoning Board held a joint
18 meeting on February 6, 2018 to analyze the building length and building separation issues and
19 take public input; and

20 **WHEREAS**, the Town Commission held its first public hearing on these regulations on
21 March 13, 2018; and

22 **WHEREAS**, the Planning and Zoning Board, sitting as the Local Planning Agency, has
23 reviewed the revisions to the Code for consistency with the Town’s Comprehensive Plan at a
24 duly noticed hearing on _____, 2018; and

25 **WHEREAS**, the Town Commission has conducted a second duly noticed public hearing
26 on these regulations as required by law on _____, 2018; and

27
28 **WHEREAS**, the Town Commission hereby finds and declares that adoption of this
29 Ordinance is necessary, appropriate, and advances the public interest.

30
31 **NOW THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF**
32 **THE TOWN OF SURFSIDE, FLORIDA, AS FOLLOWS:**

33 **Section 1. Recitals.** Each of the above stated recitals is true and correct and the recitals are
34 incorporated herein by this reference.

35 **Section 2. Code Amendment.** The Code of Ordinances of the Town of Surfside,
36 Section 90-51 “Maximum frontage of buildings and facade articulations “ of Chapter 90
37 “Zoning” is hereby amended as follows¹:

38 Sec. 90-51. - Maximum frontage of buildings and facade articulations.

39 90-51.1 Continuous wall frontages.

40 (1) Continuous wall frontages in the H120 district shall not exceed 150 feet in length in the
41 H120 district. Continuous wall frontages in the H40 and H30C district shall be articulated as
42 follows:

43 (1) Forecourt spacing and minimum dimensions:

44 a. ~~When utilized to meet building articulation requirements, forecourts shall be spaced~~
45 ~~no more than 150 feet apart from each other.~~

46 b. ~~When lot frontages measure less than 100 linear feet, then the minimum~~
47 ~~dimensions of the forecourt shall be 20 feet wide and 15 feet deep.~~

¹ Additions to text are shown in underline. Deletions to text are shown in ~~strikethrough~~.

48 e. ~~When lot frontages measure greater than 100 linear feet and less than 200 linear~~
49 ~~feet, then the minimum dimensions of the forecourt shall be 20 feet wide and 20~~
50 ~~feet deep.~~

51 d. ~~When lot frontages measure greater than 200 linear feet, then the minimum~~
52 ~~dimensions of the forecourt shall be 30 feet wide and 20 feet deep.~~

53 e. ~~In lieu of providing a forecourt of the specified size and space apart from each~~
54 ~~other as outlined in subsections (1)a. — d., a building can provide "forecourt~~
55 ~~equivalency areas" that are spaced throughout the front facade of the building. The~~
56 ~~total sum area of the forecourt equivalency areas shall not be less than the forecourt~~
57 ~~area that would be required if a regular sized forecourt were provided. Forecourt~~
58 ~~equivalency areas shall not be spaced further than 100 feet apart. Forecourt~~
59 ~~equivalency areas cannot be used uniformly across the front of a building in order~~
60 ~~to provide a uniform, larger setback.~~

61 (2) Continuous wall frontages in the H30C zoning district shall not exceed 90 feet in
62 length. There shall be a minimum building separation of 12 feet between buildings on the
63 same property. The building facades facing each side of the separation area shall provide a
64 minimum of 10% wall openings per façade and a minimum two-foot area for plantings
65 along each façade.

66 (3) Continuous wall frontages in the H40 zoning district shall not exceed 150 feet in
67 length. There shall be a minimum building separation of 17 feet between buildings on the
68 same property. The building facades facing each side of the separation area shall provide a
69 minimum of 10% wall openings per façade and a minimum two-foot area for plantings
70 along each façade.

71 ~~(2)~~(4) Structured parking garages: see section 90-49.4.

72 ~~(3)~~(5) Buildings within a district designated as a historic district per Miami-Dade
73 County shall be excluded from these requirements.

74 * * *

75 **Section 3. Severability.** If any section, subsection, clause or provision of this Ordinance is
76 declared invalid or unconstitutional by a court of competent jurisdiction, the remainder shall not be
77 affected by such invalidity.

78 **Section 4. Conflict.** All sections or parts of sections of the Town of Surfside Code of
79 Ordinances in conflict herewith are intended to be repealed to the extent of such conflict.

80 **Section 5. Inclusion in the Code of Ordinances.** It is the intention of the Town
81 Commission, and it is hereby ordained that the provisions of this Ordinance shall become and made
82 a part of the Town of Surfside Code of Ordinances, that the sections of this Ordinance may be

83 renumbered or re-lettered to accomplish such intentions; and the word "Ordinance" may be changed
84 to "Section" or other appropriate word.

85 **Section 6. Effective Date.** This Ordinance shall be effective upon final adoption on
86 second reading.

87

88 **PASSED** on first reading this 13th day of March, 2018.

89 **PASSED** and **ADOPTED** on second reading this _____ day of April, 2018.

90

91 On Final Reading Moved by: _____

92 On Final Reading Second by: _____

93

94 **FINAL VOTE ON ADOPTION**

95 Commissioner Daniel Gielchinsky _____

96 Commissioner Michael Karukin _____

97 Commissioner Tina Paul _____

98 Vice Mayor Barry Cohen _____

99 Mayor Daniel Dietch _____

100

101 _____
102 Daniel Dietch, Mayor

103

104 **ATTEST:**

105

106 _____
107 Sandra Novoa, MMC, Town Clerk

108

109 **APPROVED AS TO FORM AND LEGALITY FOR THE USE**
110 **AND BENEFIT OF THE TOWN OF SURFSIDE ONLY:**

111

112 _____
113 Weiss Serota Helfman Cole & Bierman, P.L.,
114 Town Attorney

115



Town of Surfside Planning and Zoning Communication

Agenda Date: March 29, 2018
Subject: Realtor Signs
From: Alan P. Graham, Code Compliance Director

Background: We need some guidance from the Planning and Zoning Board regarding the intent of the realtor sign code. One section of the code (90-74(a)(2) (attached) requires the sign to be professionally lettered. However, many property owners in Surfside purchase pre-made signs at Home Depot, ACE Hardware or Lowes, and these signs are professionally lettered as FOR SALE, or FOR RENT, but the signs also have a place on it where the property owner can “hand write” their phone number or details about the house (such as 3 bedrooms, 2 bath) on the sign in Magic Marker or with a Sharpie marker (see attached photos). So, the question for the Planning & Zoning Board is: Does a professionally lettered sign that has some hand-written information on it still considered an acceptable realtor sign for use in Surfside? Or must the entire sign be professionally lettered with no hand writing on it?

Analysis: A local resident, who happens to be a realtor, raised this issue to the Code Compliance Division and to the Town Manager. The resident believes that such signs (with hand written phone numbers and house information) are unprofessional and do not meet the current Town Code.

The Code Compliance Division has no opinion on this matter and needs to remain neutral as we are the ones who enforce this section of the Town Code, and we need your interpretation of this section of the Town Code.

Alan P. Graham
Code Compliance Director

the primary business, multifamily building or hotel, and the words "Entrance" or "Entrance Only," "Exit" or "Exit Only," "Parking," "Resident Parking," "Guest Parking," "Visitor Parking," "Private Parking," "Valet Parking," or "Customer Parking."

- e. *Emergency address sign.* Buildings on the east side of Collins Avenue abutting the beach walking path shall be required to provide an emergency address sign identifying the name and address of the building. Sign shall be mounted on a free-standing post not to exceed 18 inches in height and 24 inches in width. Address letters and numbers shall not exceed two inches in height and name shall not exceed one inch in height. Sign material shall be weatherproof and reflective so as to be clearly visible at night.
- f. *Electric vehicle charging station sign.* A sign shall be posted at the electric vehicle charging station stating "Electric Vehicle Charging Station." Signs shall be no greater than 24 inches wide by 18 inches high. Color and letter size specifications shall meet the Manual on Uniform Traffic Control Devices (MUTCD) requirements for sign designation (electric vehicle charging).

(c) *H30A and H30B Zoning Districts.*

- (1) *Wall sign.* Sign shall be attached to the main façade of the building and shall not exceed four square feet. Sign shall be installed and secured tightly to the building. No loose, non-secure attachments shall be allowed. Sign shall be rigid and weatherproof. Sign shall not be illuminated in any manner.

(Ord. No. 1624, § 2, 8-12-14; Ord. No. 1617, § 2, 3-11-14)

Sec. 90-74. Temporary signs.

(a) *Real estate sign.*

- (1) *SD-B40 district.* One professionally lettered real estate sign shall be permitted

per building frontage. The maximum sign area shall be three square feet. The sign shall be mounted flat against the building wall or a minimum of 12 inches from a window, and shall not project above the eave line of the building.

- (2) *All other zoning districts.* One professionally lettered real estate sign shall be permitted per street frontage. The sign shall be wall mounted flat against the building wall or securely fastened to a wood or metal freestanding stake or post of sufficient strength. The maximum sign panel area shall be 18 inches by 24 inches. A maximum of two riders shall be permitted to attach above or below the main sign panel not to exceed six inches by 24 inches per rider for in-ground signs. The maximum sign height for in-ground signs including support frame shall not exceed 42 inches from the ground to the top of the sign. Such sign shall be located outside of any sight visibility triangle. No portion of the sign shall extend across the property line.
- (3) All real estate signs shall be black and white and may include a trademarked logo or symbol.
- (4) Sign shall be constructed of rigid, weather proof materials.
- (5) Sign shall not be lighted or illuminated in any manner.
- (6) Sign shall be removed within seven days of a lot, building, residence or tenant space being leased, rented or sold.

(b) *Political sign.*

- (1) *SD-B40 district.* One professionally lettered political sign shall be permitted per building frontage. The maximum sign area shall be three square feet. The sign shall be mounted flat against the building wall or a minimum of 12 inches from a window, and shall not project above the eave line of the building.
- (2) *All other zoning districts.* One professionally lettered political sign shall be permitted per street frontage. The sign shall be









Town of Surfside Planning & Zoning Communication

Agenda Date: March 29, 2018
Subject: Aggregation of Single Family Lots
From: Sarah Sinatra Gould, AICP, Town Planner

Background: Commissioner Karukin requested the Town Commission to direct the Planning and Zoning Board (Board) to modify the zoning code to address the effects of aggregation of single family lots. The Town Commission voted in favor of the Board analyzing this issue. See attached memorandum from Commissioner Karukin.

Analysis: Side setbacks for interior single family lots are a minimum of five feet. If the lot is more than 50 feet in width (which is measured at the front lot line) the side setback is 10% of the lot width. In the H30B zoning district, which is made up of the dry lots in Town, the typical lot is 50 feet in width. Therefore, if a lot is combined, the frontage could be 100 feet in width, resulting in a home that is 80 feet in width on the first floor. The second floor would have additional side setbacks.

In the H30A zoning district, which includes homes on the water, the original platted lots were an average of 50 feet in width. Many of these homes have split lots with the neighboring properties, which have resulted in parcels that are 75 feet or 100 feet in width. If these size lots were to be aggregated, the resulting frontage could be 200 feet, which would result in a home that is 160 feet in length.

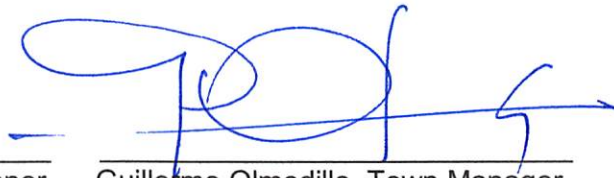
Staff is suggesting the following. Graphics will be presented at the meeting.

1. Increase side setbacks for lots over 75 feet in the H30B district and for lots over 100 feet in the H30A district to 20% of the frontage. This means that if there is a 100 foot wide lot in the H30B district, which includes the dry lots in Town, it would require 20 foot setbacks on either side, resulting in a 60 foot wide home.

2. In connection with the additional side setbacks for the first floor, require that lots greater than 75 feet in the H30B district and 100 feet in the H30A districts not be permitted to have second stories greater than 65% of the first floor.



Sarah Sinatra Gould, AICP, Town Planner



Guillermo Olmedillo, Town Manager



MEMORANDUM

To: Planning & Zoning Board
 Thru: Guillermo Olmedillo, Town Manager
 From: Sarah Sinatra Gould, AICP, Town Planner
 CC: Kathy Mehaffey, Town Attorney
 Date: March 29, 2018
 Re: Architecturally Significant analysis in H30C, H40 & SD-B40

The Architecturally Significant ordinance is applicable only to the H120 district. The ordinance permits a building to reduce the side setbacks on a vertical addition to the existing building's setbacks. The current code requires buildings to step back the setbacks after a building reaches 30 feet in height. The intended consequence is for buildings to retain their historic appearance and potentially be lower due to requirements of the ordinance.

The Planning and Zoning Board requested staff to consider applying this ordinance to other zoning districts. The challenge is that height in the H30C districts is limited to 30 feet and height in the H40 and SD-B40 district is 40 feet. This minimizes the potential for incentives. Below are the development requirements for the H30C, H40 and SD-B40 districts. The Planning and Zoning Board should review and identify if opportunities for incentives exist. It is staff's opinion that there are not opportunities to apply this ordinance in these districts.

	H30C	H40		SD-B40
Max. building height	30 FT	40 FT		40 FT
Max. # of stories	2	1 & 2 family units – 2 Multi-family or hotel - 3		3
Setbacks				
		Lot width < 50 FT	Lot width > 50 FT	
- Harding Ave. and Collins Ave. frontage	20 FT	20 FT; 25 FT for any portion above 30 FT; except designated historic structures	20 FT; 25 FT for any portion above 30 FT; except designated historic structures	0
- Interior side	6 FT min. or 10% of the total interior frontage up to 15 FT, whichever is greater	6 FT min. or 10% of the total interior frontage up to 15 FT, whichever is greater	7 FT min. or 10% of the total interior frontage up to 15 FT, whichever is greater	0
- Rear				
- Secondary frontage (Corner only)	10 FT	10 FT	10 FT	0
	10 FT	10 FT	10 FT	0
Minimum lot width	50 FT	50 FT		0
Minimum lot area	-	-		0
Maximum lot coverage	-	-		0
Minimum pervious area	20%	20%		0

ITEM	OUTCOME	NEXT STEPS	TENTATIVE SCHEDULE	COMPLETE
FUTURE PZ DISCUSSION ITEMS				
Limitation on building length in H40 & H30C	Revisit building limitations as well as green walls to soften the breaks in the building.	PZ Review. Commission heard on first reading, March 13	March PZ	
Aggregation of Single Family	Requested by the Town Commission	Discuss limitations on building length relating to single family lots, if aggregated.	March PZ	
H40, H30 & SDB40 Architecturally Significant ordinance	Review with PZ options for architecturally significant ordinance for other zoning districts.	PZ discussion	March PZ	
Stepback discussion	Commission has requested the PZ board analyze this requirement	Prepare visual and calculation of volume, how much square footage does this equate to	Future PZ	
Sidewalk aesthetics and crossing Collins Avenue	Prepare discussion item to determine if walkability can be improved. Combined with evaluating uses on the west side of Collins.		Future PZ	
Impact fee discussion			Future PZ	
Ways to increase pervious area of lots	Place on PZ agenda for discussion. Provide PZ with current standards		Future PZ	
Landscape Plans	Require landscape plans for large scale renovations (renovations affecting more than 50% of the square footage of the house)	Future PZ	Future PZ	
Fences & Hedges in the front of single family residences	Discussion on hedge height in the front		Future PZ	
ON UPCOMING COMMISSION AGENDA				

Circulation pattern	PZ discussion on pedestrian safety and walkability	Pilot project	Ongoing	Ongoing
ON FUTURE COMMISSION AGENDA				
Commercial waste and recycling container screening	Screening for containers, green screen, vegetation, include pictures from Commissioner Kligman	Draft code amendment		Did not move forward
Driveway material regulations	Modify code to allow stamped concrete and concrete slabs with decorative rock or grass in-between	Draft code amendment		Did not move forward
Painting of commercial structures	Town Staff to prepare ordinance	Prepare ordinance for commission		Did not move forward
COMPLETED				
Green Roofs	Requested by the Town Commission		February PZ	No action
Photovoltaic Incentives	Requested by the Town Commission	Discuss requiring solar panels for all residential properties.	February PZ	No action
Driveway	Prepare code modification that limits a driveway so that it does not exceed the front plane of the home.		January Commission	Complete
Give a foot, get a foot relating Sea Level Rise — Flat Roof vs. Pitch roof	Place on agenda for discussion on referendum	Prepare visuals, timeline and cross section.	February Commission 2 nd reading	Complete
Roof Pitch of Single Family	Modify ordinance to include roof pitch above top of the truss as an architectural feature	Provide side by side elevation in current code to the top of the flat roof to demonstrate it is 3 feet above the top	February Commission 2 nd reading	Complete

Trellis	Review if a trellis attached to the house is considered an accessory structure.	of a pitched roof. This has not been a reoccurring issue. Provide direction if this is necessary.	Trellis	Review if a trellis attached to the house is considered an accessory structure.	This has not been a reoccurring issue. P
Average side setback /Massing	Modify ordinance for additional side setbacks on upper floors for single family homes	Direction if this is necessary. The Town has already modified the code to prohibit covered balconies counted towards setbacks.	Average side setback /Massing	Modify ordinance for additional side setbacks on upper floors for single family homes	The Town has already modified the code to prohibit covered balconies counted towards setbacks.
Satellite dishes	Further review by staff	Direction if this is necessary. This issue has not come up as a problem and it is not clear if this is still desired to be regulated.	Satellite dishes	Further review by staff	This issue has not come up as a problem and it is not clear if this is still desired to be regulated.
Residential or commercial wind turbine regulations	Prepare ordinance regulating wind turbines including hurricane precautions, noise regulations, insurance considerations	Direction if this is necessary. This issue has not come up as a problem and it is not clear if this is still desired to be regulated.	Residential or commercial wind turbine regulations	Prepare ordinance regulating wind turbines including hurricane precautions, noise regulations;	This issue has not come up as a problem and it is not clear if this is still desired to be regulated.

Setback for parapet above 30 feet on single-family homes	Prepare ordinance to require additional setback	Direction if this is still necessary as the code could be modified to encourage pitched roofs.	Setback for parapet above 30 feet on single-family homes	insurance considerations Prepare ordinance to require additional setback	Direction if this is still necessary as the code could be modified to encourage pitched roofs.
Final _____ Zoning Inspections	Town Manager will analyze	Building performs inspections based on conditions on the plans. Need direction if anything further is necessary	Final _____ Zoning Inspections	Town Manager will analyze	Building performs inspections based on conditions on the plans. Yes
Requiring noticing for demolition of houses	Research option and place on agenda for discussion				
Sign Definitions	Modify sign definitions for monument and sign area	Drafted code amendment			
Carpports	Require improved surface on frame	Addressed in Code		September PZ	Yes
Provide summary on construction hours and noise ordinance	Place update on PZ agenda.			September PZ	Yes
Workforce housing update				September PZ	Yes
Add requirement for licensed architect for DRB submittals	Reviewing entire section relating to DRB	Draft code amendment			May Commission Agenda
Corridor Analysis	Study corridor between Collins & Harding	Prepare code amendments	Work authorization to be approved in NOVEMBER	January Commission	Complete

Single Family Paint Colors	Discussion with the Planning & Zoning Board to determine if a color palette is appropriate for single family homes and what colors/criteria should be included	Place on future Planning and Zoning agenda for discussion	In contract	Will add to Joint Meeting with PZ/Commission.	Complete
Parking Trust Fund	Discussion with the Planning & Zoning Board to provide a cap for payment into the fund	Ordinance on July PZ agenda	In contract	July Commission for 1 st reading, July PZ August Commission for 2 nd reading	Complete
Turtle Lighting	Town Staff to prepare review	No ordinance necessary. Turtle lighting already required in code.	COMPLETE	Turtle Lighting	Town Staff to prepare review
Downtown Color Palette	Discussion with the Planning & Zoning Board to determine if a color palette is appropriate and what colors/criteria should be included	Place on future Planning and Zoning agenda for discussion	In contract	Replaced with repainting of structures.	Complete
Bay Drive & 96 th Street	Open Bay Drive off 96 th Street	Staff will research	Police and Building to research	No change. Police Chief cited safety concerns	COMPLETE
Sign/awning code	Discussed at Joint Meeting	Staff beginning to work on draft	Work Authorization approved	July Commission August Commission	COMPLETE
As-built reviews for residential projects	Discuss increasing canopy in town, street trees, what can be planted in ROW	Research and prepare report for discussion and possible code amendment	In contract	March PZ	COMPLETE Added a program modification to FY2015 budget
Interpretation of base flood elevation for	No change	No further action needed		N/A	COMPLETE

the H120-district									
Solar panel regulations	Prepare ordinance regulating solar panels	Draft-code amendment	In-contract				March-PZ	COMPLETE	
Car charging station regulations	Prepare ordinance regulating car charging stations requiring them in new multi-family, research what other communities are doing	Draft-code amendment	In-contract				December-PZ	COMPLETE	
Pyramiding effects of setbacks in the H120 district	No action necessary since Planning and Zoning Board currently reviewing setbacks as part of wall frontage modifications						N/A		
Garage door clarification	Modify code to remove requirement for two separate garage doors	Draft-code amendment	In-contract				November-PZ	COMPLETE	
10% window opening requirement per story	Discussion with the Planning & Zoning Board	Prepare ordinance for commission	In-contract				June PZ	November Commission for first reading	
Landscaping in front of converted garage	Determine if landscaping planter is sufficient versus requiring landscaping.	Reviewed code and determined that planter is only permitted in cases where the driveway would be too short.	In-contract				No further modification necessary	Yes	
Sheds	Modify ordinance to increase square footage, but reduce height and add landscape requirements.	Draft-code amendment	In-contract				Discussed at March meeting.	Commission 1st reading in May-PZ in May	